

The Hispanic  
Outreach Initiative

# Partnering for the Future

United States  
Department of Energy



## *A Message from the Secretary of Energy*



The Department of Energy contributes to the Nation's welfare through its extraordinary scientific and technical capabilities in energy research, environmental remediation, and national security. The purpose of the Hispanic Outreach Initiative is to enhance the Department's ability to carry out its missions by creating an atmosphere that fully addresses the needs, talents and capabilities of the Nation's Hispanic community. This report reflects the Department's strategic efforts to partner with Hispanic community leaders and our Hispanic employees to meet Departmental needs, as well as the needs of the Hispanic community.

The Department announced in September 1995 the development of a strategic plan for Hispanic issues in consultation with the Congressional Hispanic Caucus, the Hispanic Association of the Department of Energy (HADOE) and the Department's stakeholders and customers. Many of the recommendations contained in this Initiative are the result of an October 1995 workshop that was sponsored by the Department's Office of Economic Impact and Diversity and supported by the Diversity Office's Hispanic Outreach Task Force.

The goals of this Initiative will be challenging, particularly in the context of significant reductions in spending and the size of the DOE workforce that are projected over the next five years. Creative partnerships with the public and, especially, the private sectors will be required to leverage DOE capabilities in support of this Hispanic Outreach Initiative. At the same time, consistent with projected savings and the Department's Strategic Plan for Diversity, the Department is committed to the following goals over the next five years.

A handwritten signature in dark ink, reading "Hazel R. O'Leary". The signature is fluid and cursive, with the first name "Hazel" and last name "O'Leary" clearly legible.

Hazel R. O'Leary





The Secretary of Energy, Hazel R. O'Leary, meets for the first time with the Hispanic Association of the Department of Energy on October 6, 1995. Standing (L to R): Emma Lopez-Cardona, Romy Diaz, Anita Gonzales, Elena Melchert, Secretary O'Leary, Bill Valdez, and HADOE Co-chair Gerson Santos-Leon. Seated (L to R): Casimiro Izquierdo, Paul Plaisance, Ron Jauregui, Assistant Secretary Arch Durham, Director Corlis Moody, and HADOE Co-chair Lisa Herrera.

# State of the Hispanic Community

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## Challenges...

### ► *Hispanics are the fastest growing minority population in the United States:*

It is estimated that Hispanics constitute over 10 percent of the U.S. population. It is projected that by the year 2020 Hispanics will make up more than 16% of the U.S. population and will be the largest minority group in America. Hispanics live throughout the United States and are most heavily concentrated in California, New York, New Mexico, Texas, and Florida.

### ► *Hispanic small businesses are growing rapidly but need capacity building:*

The Census Bureau indicates that between 1982 and 1987 the amount of Hispanic-owned businesses increased over 70%. Currently there are approximately 422,000 such businesses in existence. It is estimated by the turn of the next century, Hispanic-owned businesses will rise to over 720,000. The majority of these businesses are sole proprietorships and are concentrated in the service industry and retail trade. There is a need for capacity building to enable these small businesses to align with the mission of the Department of Energy (e.g., environmental sample analyses).



### ► *Hispanic employment and compensation is not keeping pace:*

Hispanics represent over 10 percent of the national Civilian Labor Force, but less than six percent of the permanent federal workforce. The Hispanic unemployment rate is high (9.9 percent), and a majority of those Hispanics with jobs find themselves in positions that are semi-skilled and lower paying. The Census Bureau reports that Hispanic men and women earn substantially less (\$345 men, \$305 women) per week than their white counterparts (men \$547, women \$408). The unemployment rate for Hispanic teenagers is 24.4 percent.

### ► *Educational achievement levels of U.S. Hispanics are low and not improving:*

The Hispanic community constitutes almost 11 percent of the total U.S. student popula-





tion, but has one of the lowest levels of educational achievement of major U.S. minority groups. About half (47 percent) of adult U.S. Hispanics lack high school diplomas, compared with 16 percent of whites and 19 percent of African-Americans. Current high school dropout rates are 12 percent for whites, 16 percent for African-Americans, and 33 percent for Hispanics. And while dropout rates have stabilized for these other populations, Hispanic dropout rates are still increasing from already high levels.

Low levels of science education achievement result in few U.S. Hispanic scientists and engineers. According to the most recent information reported by the National Academy of Sciences, in 1990, of 2,303 doctoral degrees awarded in engineering, only 53 were awarded to Hispanics. Figures are similarly low for Ph.D.'s in mathematics (10 Hispanics/416), Computer Sciences (5 Hispanics/396), Physical Sciences (70 Hispanics/2,244) and Biology and Life Sciences (111 Hispanics/3,967).

Beyond the educational needs of U.S. Hispanics, there are language-related needs. In 1990, eight in ten Hispanic Americans reported to the U.S. Census Bureau that they spoke Spanish at home. About half of Hispanic Americans said they did not speak English "very well." This means that over 13.5 million U.S. Hispanics need information in Spanish.

### *and Opportunities...*

- ▶ Despite the odds, many Hispanics have made the most out of their opportunities within the Department and found a way to perform well. These individuals deserve recognition for realizing their potential despite working in an environment that had not yet established an institutionalized process for their success.
- ▶ Their achievements are a precursor for future Hispanic successes and should serve as a vehicle of encouragement for those Hispanics that wish to pursue a career in the sciences. The Department of Energy salutes successful Hispanic role models.



# The Hispanic Outreach Initiative:

## *An Overview of DOE Goals*

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### *Education*

- ▶ Develop effective outreach strategies to further the participation in DOE educational programs of institutions or programs that serve the increasing number of Hispanic students nationally—who now make up almost 11 percent of the U.S. student population.
- ▶ Establish annual DOE funding goals for institutions or programs that serve Hispanic students at all levels of education (primary through graduate schools) that reflect the representation of Hispanic students at those levels.
- ▶ Establish database for accurately tracking DOE funding of Hispanic Serving Educational Institutions or Initiatives.\*

### *Business*

- ▶ Expand outreach efforts with respect to DOE contracting to ensure that Hispanic businesses are made aware of opportunities to participate in DOE business and contracting activities.
- ▶ Assure accountability for DOE contractors in providing opportunities for Hispanic participation in DOE subcontracting activities, and for tracking Hispanic business funding.

### *Employment*

- ▶ Develop effective outreach and recruitment strategies that will enable DOE to tap the talents of the increasing Hispanic representation both in the national Civilian Labor Force as a whole—which is currently over 10 percent and rising—and in important, specific job categories.
- ▶ Establish annual DOE employment goals for Hispanics at all levels (including in the executive corps) that reflect Hispanic representation in relevant job categories and that increase over time with increased Hispanic representation in those categories.
- ▶ Ensure consideration of diversity (including Hispanic opportunity in the DOE workforce) as part of the planning, managing and implementation of any future downsizing initiatives.

### *Communications*

- ▶ Improve communications and consultations with the Hispanic Community in a linguistically and culturally appropriate manner.

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\* As used throughout this Report, the term “Hispanic Serving Educational Institution or Initiatives” refers to any school district, institution of higher education, local education agency or any education program whose student population or mission significantly benefits Hispanic students.



This report builds on the consultations between the DOE and Hispanic community and business leaders, educators, stakeholders, the Hispanic Association of Department of Energy employees, the Hispanic Outreach Task Force, and others responsible for

implementing the Department's Diversity Strategic Plan. The Department looks forward to working with its customers and stakeholders to achieve the goals of the Initiative in accordance with the action plans found in this report.

## Hispanic Progress

# MILESTONES

### 1992: 868 Hispanic Employees

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1 9 9 3	Bill Clinton sworn in. DOE has 868 Hispanic employees & 8 SES Hispanic employees. Secretary forms Office of Economic Impact & Diversity.	Secretary establishes Diversity Council.				DOE/HACU starts Summer Internship Program.				DOE Scholarship Openings announced in Hispanic Yearbook.		

### Increased Outreach

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1 9 9 4		White House announces Educational Excellence for Hispanic Americans Initiative.			DOE job vacancies in Hispanic Business Magazine.				Secretary chairs HADOE, the Hispanic Association of the DOE.	DOE funds new Recruitment and Science/Engineering Career Development Initiative.  DOE expands NICOLIS, a diversity job and resources database.	Secretary meets with National Hispanic Leadership Agenda.  Secretary establishes position of Special Assistant for Hispanic Affairs.	

### Increased Recruitment

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1 9 9 5		DOE sponsors Hispanic Yearbook and National Financial Aid Data Base for Hispanic students.		DOE Delegation visits four Puerto Rican HSIs to assess research capabilities.	DOE establishes monthly teleconference for Hispanic Employee Program Managers.				Secretary meets with Congressional Hispanic Caucus. DOE funds Hispanic Radio Network. DOE has 952 Hispanic employees and 12 Hispanic SES employees.	DOE launches Hispanic Outreach Initiative. Secretary co-chairs Hemispheric Energy Symposium in Washington, DC.	DOE announces grant to the National Scholarship Fund.	

### 1995: 960 Hispanic Employees

# DOE Hispanic Accomplishments:

## *A Baseline for Future Success*

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### *Education*

**FY 1996:** The Department sets goal of \$20 million for funding Hispanic Serving Educational Institutions and Initiatives, and for the first time provides individual program funding goals to Program Secretarial Officers. The Department announces grant to the National Hispanic Scholarship Fund. DOE creates first Environmental Management Chair of Excellence at the Ana G. Mendez University System.

**FY 1995:** DOE funding of educational programs for Hispanic Serving Educational Institutions or Initiatives totals approximately \$10 million. The bulk of this funding furthered the Department's longstanding responsibilities for energy research, environmental management and national security. As a result of the inventory of DOE's Hispanic education program funding conducted in response to Executive Order 12900, the Department has the critical information necessary for measuring future performance.

**FY 1994:** President Clinton issues Executive Order 12900, "Educational Excellence for Hispanic Americans"; DOE appoints agency liaison to support interagency task force established under the Executive Order. DOE agrees to announce scholarship opportunities in the Hispanic Yearbook.



**FY 1993:** DOE awards a three-year grant to the Hispanic Association of Colleges and Universities to increase summer internship opportunities for Hispanic students at DOE. The Science Consortium (Ana Mendez University System, Jackson State University and the Lawrence Berkeley Laboratory) celebrates its tenth anniversary as the first collaboration among a Hispanic university system, a historically Black university and a national laboratory intended to prepare minority students for careers in science and technology, and to contribute to the science mission of the Federal Government.

### *Business*

**FY 1995:** Sixteen percent of the Department's Minority Banking Program (\$32 million) is deposited in Hispanic Financial Institutions.





The Department establishes a minority business development program to position targeted firms for international technology facilitation.

As a result of the 1995 Hemispheric Energy Symposium, co-chaired by Secretary O'Leary and Venezuelan Energy and Mines Minister Arrieta, the Department is working to create private sector opportunities in Latin America and leveraging limited public and multilateral financing institutions with those of the private investment sector. The U.S. Hispanic business community, with its linguistic, cultural and family relationships, is well positioned to take advantage of new market opportunities in Latin America.

**FY 1994:** Secretary O'Leary increases the procurement goals for small, small disadvantaged, and women-owned small businesses. As a consequence, DOE Hispanic 8(a) contracts increased to \$21.1 million in FY 1994 from \$17.9 million in FY 1993.

## *Employment*

**FY 1996:** The Department appoints Hispanic Employment Program Manager for Headquarters.

**FY 1993-1995:** From the beginning of FY 1993 to the end of FY 1995, the number of DOE Hispanic employees has grown from 868 (or 4.75 percent of DOE employees) to 981 (or 5.41 percent). Most of this growth has been in senior levels of the Department. In Grades 13-15, the numbers of Hispanic employees has increased from 235 to 340 over the same period. Of particular note has been the increase in the numbers of Senior Executive Service positions, which has grown from 8 to 12 positions.

## *Communications*

**FY 1996:** Department issues Hispanic Outreach Initiative Report, the first strategic plan addressing issues of interest to Hispanic Americans. The Department announces a two-year extension of its grant to the Hispanic Radio Network.

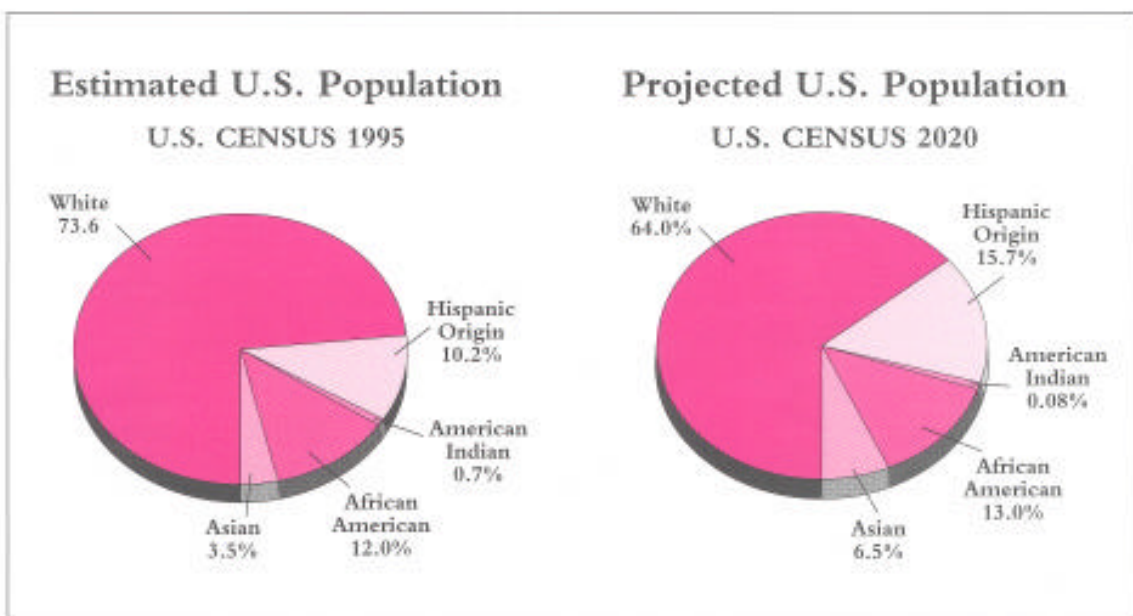
**FY 1995:** The Secretary of Energy holds first-ever meeting with the Congressional Hispanic Caucus, and commits to periodic meetings to address Hispanic Community concerns related to the Department's mission. DOE announces a first-time, \$500,000 grant to the Hispanic Radio Network to provide Spanish-language public interest announcements to the Hispanic community on energy efficiency and environmental management topics.

The Department extends for five years an interagency cooperative agreement for the Minority On-line Information System (MOLIS) to provide Hispanic Serving Institutions, Historically Black Colleges and Universities and other Minority Institutions with up-to-date information on institutional capabilities, as well as Federal government education and research opportunities for the minority higher education community. The information may be accessed free from any computer via Internet (<http://web.fie.com/>) or modem (1-800-783-3349).

**FY 1994:** The Secretary of Energy approves the first employee partnership under the Strategic Plan for Diversity with the Hispanic

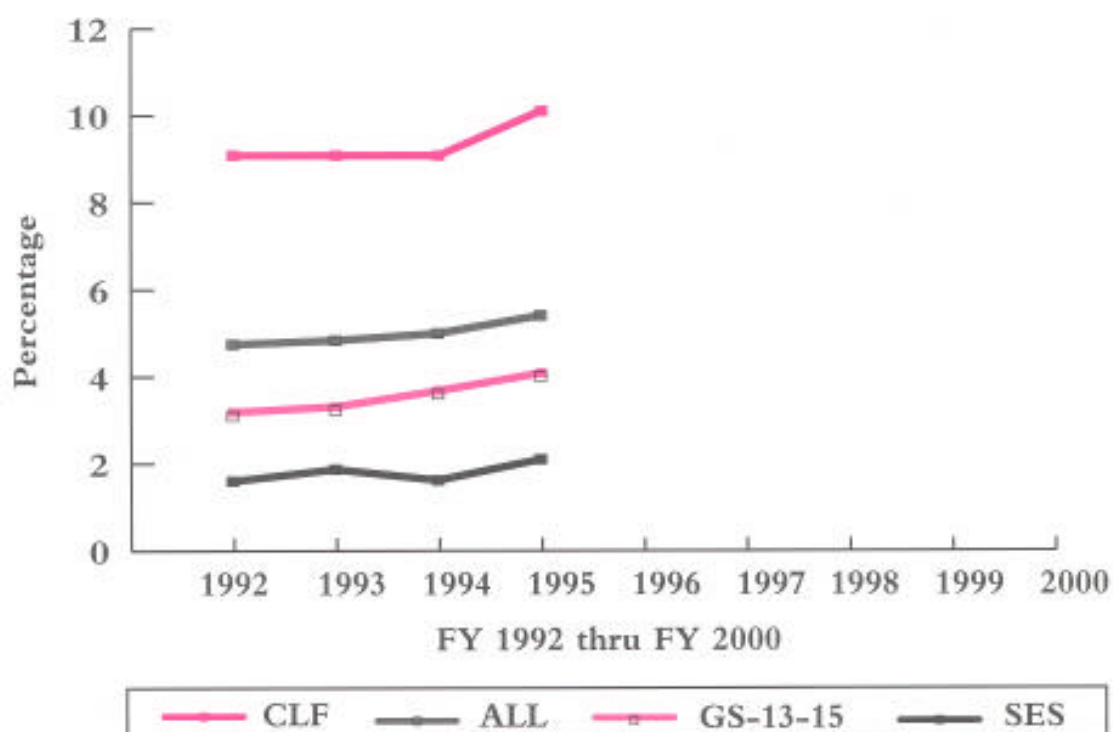
Employees of the Department of Energy (HADOE), which has served to improve communications between DOE Hispanic employees and the Department's senior management in all areas of interest to the Hispanic Community.

These are measurable accomplishments over the last three years about which the Department can be proud. However, DOE knows that much more needs to be done to address the needs of Hispanic Americans. The Secretary of Energy's Hispanic Outreach Initiative will give the necessary visibility and senior management focus to accomplish the remaining challenges.





## U.S. DEPARTMENT OF ENERGY Hispanic Employment Profile

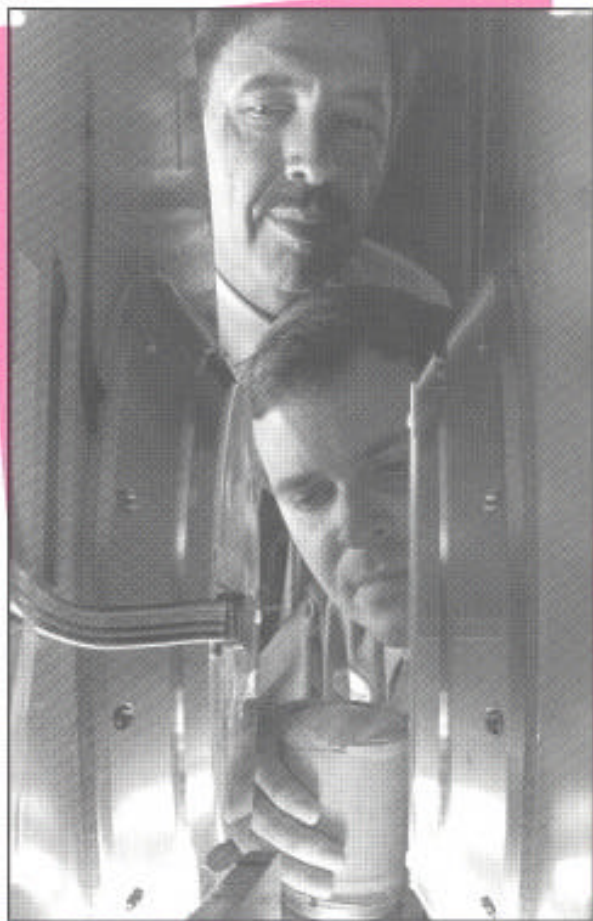


# Bold Hispanic Business Futures

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## Background

- ▶ The Department of Energy has had a long and fruitful history of cooperative interactions with the private sector, particularly through the National Laboratory system.
- ▶ Thousands of businesses have benefited from procurements, research contracts and technology transfers.
- ▶ The Department annually spends over \$16 billion on management and operating contracts and other procurements, including research and development.
- ▶ Much of this funding is oriented toward high-skill, high-wage manufacturing and research efforts — which will lead to the creation of highly productive jobs and companies.
- ▶ The number of Hispanic businesses is expected to more than double from the 1995 total of 422,000 to 1 million by the year 2002.
- ▶ DOE must ensure that it provides adequate opportunities for Hispanic American businesses to participate in its contracting and technology efforts.



## Goals

- ▶ Expand outreach efforts with respect to DOE contracting to ensure that Hispanic businesses are made aware of opportunities to participate in DOE business and contracting activities.





- ▶ Assure accountability for DOE contractors in providing opportunities for Hispanic participation in DOE subcontracting activities, and for tracking Hispanic business funding.

## ***Actions / Milestones***

### ***Outreach***

*The Department of Energy should expand efforts to publicize business opportunities within the Hispanic Community.*

1. Provide Hispanic business executives with an opportunity to participate in an Energy Executive Leadership Program designed to increase the knowledge of Federal Acquisition Regulations.

*Milestone: June 1996*

2. Develop an informational brochure that provides a comprehensive picture of Departmental business opportunities available to Hispanic entrepreneurs.

*Milestone: June 1996*

3. Host an annual business opportunities meeting for Hispanic businesses.

*Milestone: October 1996*

4. Develop a list of important Hispanic business meetings and design an effective outreach strategy for Departmental program offices, field offices, laboratories and facilities.

*Milestone: July 1996*

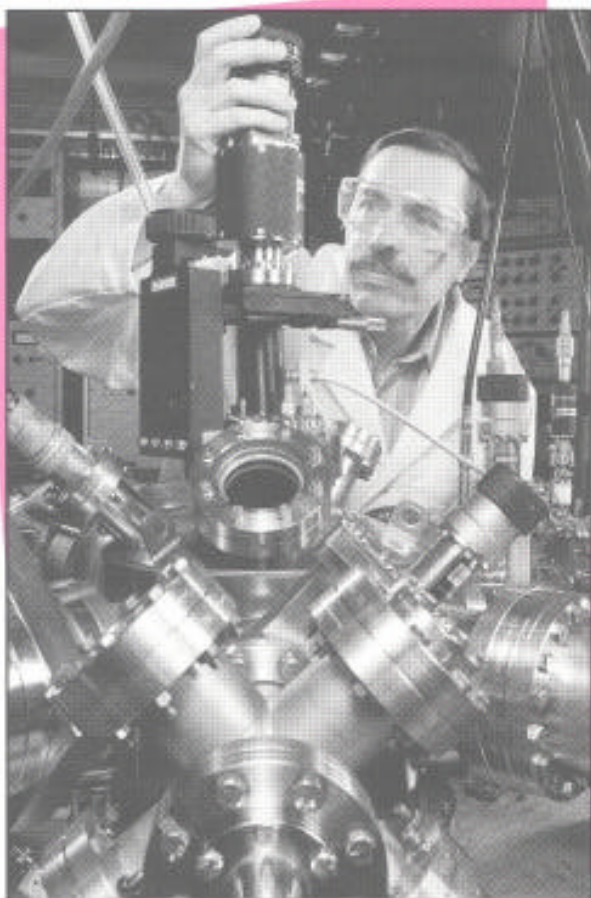
### ***Business Opportunities***

*Hispanic businesses should be given greater access to funding and cooperative R&D opportunities.*

1. Inform Hispanic-Owned Banks about opportunities to participate in the Bank Deposit Financial Assistance Program.

*Milestone: September 1996*





2. Inform Hispanic businesses about contracting opportunities at the National Laboratories.

*Milestone: October 1996*

3. Expand the Hispanic outreach model used by the Defense Small Business Initiative and Sandia National Laboratory to include all Departmental technology transfer initiatives.

*Milestone: June 1996*

### ***Contracting Opportunities***

*Expand outreach efforts expanding opportunities to participate in prime and sub-contracting activities.*

1. Provide Hispanic business/organizations with the opportunity and procurement assistance needed to compete for laboratory/facility management and operation contracts.

*Milestone: Ongoing*

2. Make diversity (including Hispanic) contracting/subcontracting goals part of the performance fees and measures of all M&O contracts.

*Milestone: Ongoing*

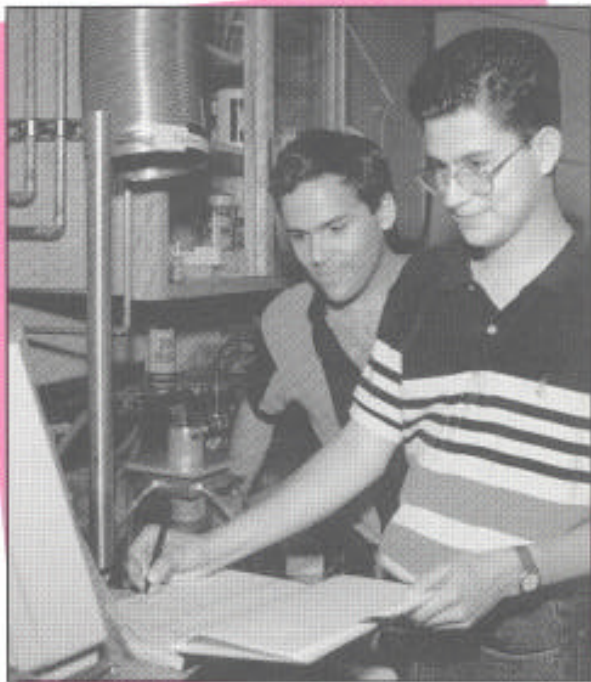


# Bold Hispanic Work Force Futures

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## Background

- ▶ Hispanics currently represent over 10 percent of the national Civilian Labor Force (CLF) and are the fastest growing U.S. population.
- ▶ Hispanics are the only under-represented population in the DOE work force (just over 5 percent), as well as in the federal workforce (less than 6 percent), when compared to their representation in the CLF.
- ▶ The Department of Energy employs more than 130,000 Federal and contractor workers, many of whom work at the highest levels in scientific and technical fields.
- ▶ Hispanic employment at the Department historically has been concentrated in administrative, non-supervisory and non-managerial positions.
- ▶ Since 1993, DOE has increased its Hispanic work force, particularly in higher grade technical and supervisory positions.
- ▶ Many of the Department's facilities are located adjacent to Hispanic communities, which provides opportunities for attracting additional Hispanic workers.



- ▶ DOE will implement the following actions to attract and retain qualified Hispanic workers so as to achieve the aggressive work force goals between now and FY 2000.

## Goals

- ▶ Develop effective outreach and recruitment strategies that will enable DOE to tap the talents of the increasing Hispanic representation both in the national Civilian Labor Force as a whole—which is currently over 10 percent and rising—and in important, specific job categories.



- ▶ Establish annual DOE employment goals for Hispanics at all levels (including in the executive corps) that reflect Hispanic representation in relevant job categories and that increase over time with increased Hispanic representation in those categories.
- ▶ Ensure consideration of diversity (including Hispanic opportunity in the DOE workforce) as part of the planning, managing and implementation of any future downsizing initiatives.

## ***Actions / Milestones***

### ***Diversity Strategic Plan***

*The Department's Diversity Strategic Plan should be aligned with the need for increased outreach and recruitment of Hispanics.*

1. Set aside a budget for aggressive Hispanic recruitment and outreach activities to support Departmental employment goals.

*Milestone: Ongoing*

2. Establish annual DOE employment goals for Hispanics (including executive corps) that reflect Hispanic representation on relevant job categories.

*Milestone: Each October*

### ***Senior Positions***

*The Department should be adequately represented at senior levels of the Department, including Presidential Appointees and Career Senior Executives assigned as Field Office Managers and Deputy Assistant Secretaries.*

1. Seek Presidential appointment of a highly qualified Hispanic American.

*Milestone: Ongoing*

2. Assure that qualified Hispanics are recruited for programs for management, executive potential, and senior executive candidate programs.

*Milestone: Ongoing*

### ***Strategic Realignment***

*Downsizing and hiring freezes will create challenges for the hiring and advancement opportunities for Hispanics.*





1. Partner with HADOE on individual development plans and skill assessments of Hispanic employees in support of career development objectives.

*Milestone: Ongoing*

2. Develop a skills database to assist managers in identifying qualified candidates, including Hispanics, within the DOE complex who are eligible for merit promotion.

*Milestone: September 1996*

3. Provide professional services to include career counseling, career planning and information on federal and private sector training opportunities.

*Milestone: Ongoing*

4. Consider diversity, including Hispanic opportunity, prior to reorganization, restructuring or downsizing.

*Milestone: Ongoing*

## ***Candidate Pools***

*Assure adequate Hispanic representation in Federal and contractor candidate pools.*

1. Partner with the Hispanic Association of the Department of Energy (HADOE) on electronic dissemination of vacancy announcements to assist in attracting highly qualified internal and external Hispanic candidates.

*Milestone: May 1996*

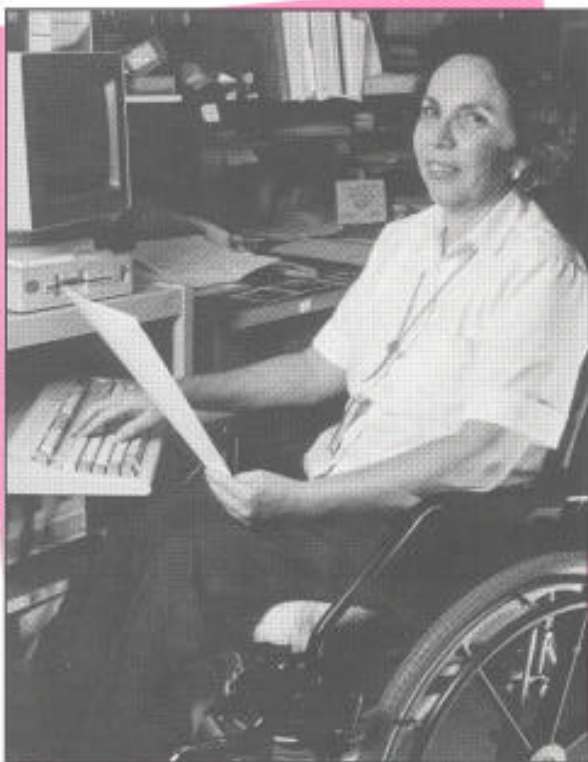
2. Provide HADOE with electronic copies of all vacancy announcements (at HQ and field locations).

*Milestone: May 1996*

3. Appoint a Headquarters Hispanic Employment Program Manager (HEPM), and work with field HEPMs to promote the hiring and advancement of Hispanics.

*Milestone: March 1996*





### ***Rating and Ranking Panels***

*Rating and ranking panels should include Hispanic employees or employees sensitive to diversity, including the career advancement of Hispanics.*

1. Partner with appropriate employee stakeholders, including HADOE and HEPMs, to ensure that rating and ranking panels are adequately representative and all applicants receive fair and equal consideration.

*Milestone: April 1996*

### ***Selecting Officials***

*Assure that selecting officials are accountable for selections made regarding Hispanic hires and promotions.*

1. Require selecting officials to submit a statement of actions taken to ensure adequate consideration of diversity goals, including Hispanic representation in the work force.

*Milestone: June 1996*

2. Ensure that through program reviews and appropriate performance appraisals, Program Secretarial Officers and management officials are accountable for addressing the Department's diversity initiatives.

*Milestone: Ongoing*

3. Provide HADOE with periodic reports indicating the progress being made by each Departmental organizational unit in hiring and promoting Hispanics.

*Milestone: Ongoing*

### ***Cultural Awareness***

*The Department should promote awareness of Hispanic culture and capabilities in order to promote change, particularly at the supervisory and managerial levels.*

1. Develop training and workshops for supervisors and managers to increase their understanding of Hispanic culture and history.

*Milestone: Ongoing*



# Bold Hispanic Education Futures

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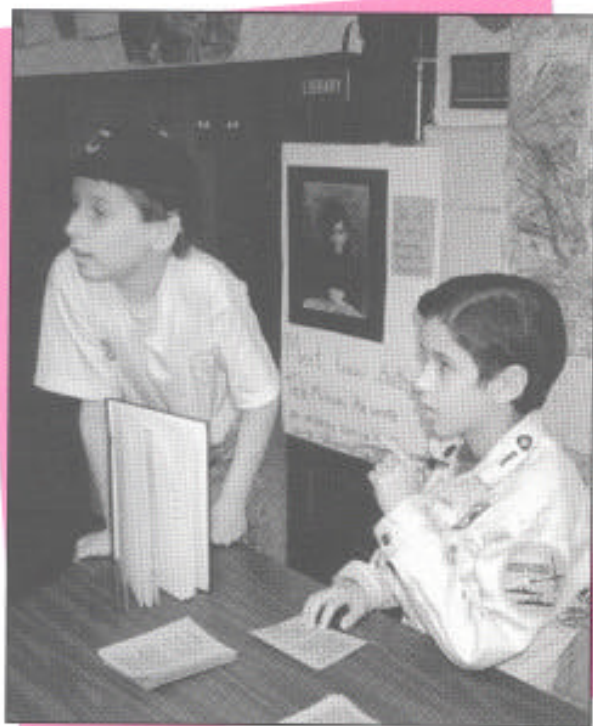
## Background

- ▶ Scientific and technical educational excellence is a key to the continued growth of the U.S. economy. Jobs in high tech and high growth industries of the future will require a basic knowledge of math, computing and the sciences.
- ▶ President Clinton and the Congress have made education a national priority, with particular emphasis on programs in science and technology that can lead to high-skill, high-wage jobs. Providing opportunities for Hispanic students across the education continuum is a critical need.
- ▶ The Department of Energy, over the years and in response to its organic legislation, has made important contributions to the U.S. educational system, particularly at the post-graduate level. Departmental funding of research, hiring of scientists and technicians to work at the National Laboratories, and funding for educational programs has contributed greatly to the Nation's academic infrastructure.
- ▶ The Department's National Laboratories are well-situated, both geographically and institutionally, to contribute to scientific and educational programs. Current educa-



tional efforts at the National Laboratories are part of community-based economic development programs.

- ▶ Departmental education programs should focus more on Hispanics, who constitute the fastest growing segment of the U.S. student population: 12 percent of public school district students, 8 percent of undergraduates, 4.4 percent of professional school students and 5 percent graduate students.



## Goals

- ▶ Develop effective outreach strategies to further the participation in DOE educational programs of institutions or programs that serve the increasing number of Hispanic students nationally—who now make up almost 11 percent of the U.S. student population.
- ▶ Establish annual DOE funding goals for institutions or programs that serve Hispanic students at all levels of education (primary through graduate schools) that reflect the representation of Hispanic students at those levels.
- ▶ Establish database for accurately tracking DOE funding of Hispanic Serving Educational Institutions or Initiatives.

## Actions/Milestones

### Information Management

*The Department requires better information to manage educational outreach programs for Hispanics.*

1. Develop a comprehensive information system to track the status of Departmental funding of grants, procurements, and other activities for Hispanic Serving Educational Institutions or Initiatives.

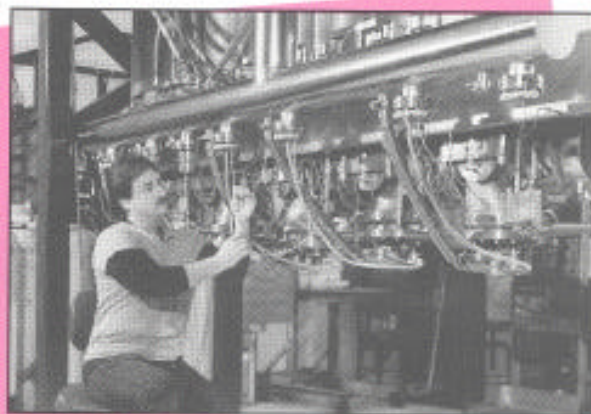
*Milestone: October 1997*

2. Brief Secretarial Officers on the availability and intended use of the information system.

*Milestone: April 1996*

3. Develop, maintain, and annually distribute a list of contacts for Hispanic educational programs to Secretarial Officers, laboratories, and field offices.

*Milestone: March 1996*





4. Require Secretarial Officers, laboratories, and field offices to designate a Hispanic Liaison to promote and provide information to Hispanic educational groups.

*Milestone: April 1996*

### **Program Funding**

*Provide increased funding to Hispanic educational programs.*

1. Provide annually to each Secretarial Officer or equivalent program official goals and guidance on funding for Hispanic Serving Educational Institutions or Initiatives.

*Milestone: Each October*

2. Host an annual seminar for the Hispanic American community on how to compete for educational grants, procurements and other Departmental funding opportunities.

*Milestone: Each October*

3. For the next two fiscal years (1996-97) provide debriefings, upon request, to any unsuccessful U.S. Hispanic applicants for grants, procurements and other Departmental funding opportunities.

*Milestone: Ongoing*

### **Outreach**

*Encourage the dissemination of information to the Hispanic Community regarding education program opportunities funded by the Department of Energy.*



1. In response to the FY 1996 energy and water appropriations conference report and as appropriate, communicate bilingually with the Hispanic community on educational programs, funding and contacts at the Department and its laboratories.

*Milestone: Ongoing*

2. Host a conference designed to identify the ways and means to assist Hispanic mathematics, science and engineering education in the U.S.

*Milestone: June 1996*

## Appendices

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### *DOE Hispanic Outreach Task Force*

Name	Title	Organization	Phone/Fax
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Bud Blakely	Attorney	Metropolitano	202-289-3900 fax: 271-0197
Lisa Cronister	Personnel Management Specialist	Oakland Operations Office	510-637-1842 fax: 637-2008
Miriam Cruz	Owner	Equity Research Inc.	202-387-3331 fax: 797-1344
Anamary Daniel	Assistant Director	Center for Risk Management, Oak Ridge National Laboratory	423-574-7576 fax: 574-9887
John Gonzales	President	JDG Associates, Inc.	210-981-8980 fax: 755-4743
Manny Hernandez	Chairman, Western Regional II Expo	Society of Hispanic Professional Engineers	310-336-5454 ext. 77093 fax: 703-922-3761
Ricardo Martinez	Executive Director	Hispanic Assoc. of Colleges and Universities	202-833-8361 fax: 833-8367
Santos Ortega	EEO Manager	Richland Operations Office	509-376-2083 fax: 376-5335



Alfred Ramirez	Executive Director	White House Initiative on Education Excellence For Hispanics	202-401-3670 fax: 401-8377
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Orlando Vega	Targeted Employment Program Leader	Lawrence Livermore National Laboratory	510-423-3904 fax: 422-3253

### *Thanks to the following commenters on the draft report:*

Anonymous, DOE, Oakland Operations Office	Evangeline Deshields, Diversity Coordinator, DOE Office of Civilian Radioactive Waste Management
Lansen Barrow, DOE HQ	Tim Dirks, DOE Director of Personnel, Office of Human Resources and Administration
Carlos Blanco, Bonneville Power Administration	DOE Diversity Managers Meeting, 1/24/96
Lydia Boada Clista, DOE, Ohio Field Office	Melissa Drake, National President, Society of Hispanic Professional Engineers
Kenneth W. Briggs, Human Resources, DOE Ohio field Office	Margaret Fernandez, DOE HQ
Juan Castro, DOE HQ	John Gonzalez, President, JDG Associates
Jaime Chahin, Southwest Texas State University	Marcella Guerra, EEO Program Manager, DOE Nevada Operations Office
Anamary Daniel, Center for Risk Management, Oak Ridge National Laboratory	

Clinton D. Harden, Jr., *Secretary of Labor,  
State of New Mexico*

Lisa Herrera, *Co-Chair, HADOE, DOE HQ*

Casimiro Izquierdo, *DOE HQ*

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of Economic Impact and Diversity*

Colin Kelley, *Southwestern Power  
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Jorge Luna-Camara, *DOE HQ*

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Technical Information*

Joe Martinez, *DOE HQ*

Ricardo Martinez, *Executive Director,  
Hispanic Association of Colleges and  
Universities*

Tomas Martinez, *Director, Institute for  
Community Relations Research*

Warren Miller, *Acting Diversity Director, Los  
Alamos National Laboratory*

Albert Olvera, *Hispanic Employment  
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Joanna Stancil, *Chair, Secretary's Diversity  
Council, DOE HQ*

Sam Sanchez, *President, Raising Hispanic  
Academic Achievement*

Erlinda Torres, *Chair, National Assembly of  
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Gustavo Vazquez, *DOE HQ*

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THE WHITE HOUSE  
OFFICE OF THE PRESS SECRETARY

For Immediate Release

February 22, 1994

EXECUTIVE ORDER

WHITE HOUSE INITIATIVE ON  
EDUCATIONAL EXCELLENCE FOR HISPANIC AMERICANS

By the authority vested in me as President by the Constitution and the laws of the United States of America, and in order to advance the development of human potential, to strengthen the Nation's capacity to provide high-quality education, and to increase opportunities for Hispanic Americans to participate in and benefit from Federal education programs, it is hereby ordered as follows:

Section 1. There shall be established in the Department of Education the President's Advisory Commission on Educational Excellence for Hispanic Americans (Commission). The Commission shall consist of not more than 25 members, who shall be appointed by the President and shall report to the Secretary of Education (Secretary). The Commission shall comprise representatives who: (a) have a history of involvement with the Hispanic community; (b) are from the education, civil rights, and business communities; or are from civic associations representing the diversity within the Hispanic community. In addition, the President may appoint other representatives as he deems appropriate.

Sec. 2. The Commission shall provide advice to the President and the Secretary on: (a) the progress of Hispanic Americans toward achievement of the National Education Goals and other standards of educational accomplishment; (b) the development, monitoring, and coordination of Federal efforts to promote high-quality education for Hispanic Americans; ways to increase State, private sector, and community involvement in improving education; and (d) ways to expand and complement Federal education initiatives. The Commission shall provide advice to the President through the Secretary.

Sec. 3. There shall be established in the Department of Education the White House Initiative on Educational Excellence for Hispanic Americans (Initiative). The Initiative shall be an interagency working group coordinated by the Department of Education and shall be headed by a Director, who shall be a senior level Federal official. It shall provide the staff, resources, and assistance for the Commission and shall serve the Secretary in carrying out his or her responsibilities under this order. The Initiative is authorized to utilize the services, personnel, information, and facilities of other Federal, State, and local agencies with their consent, and with or without reimbursement, consistent with applicable law. To the extent permitted by law and regulations, each Federal agency shall cooperate in providing resources, including personnel detailed to the Initiative, to meet the objectives of this order. The Initiative shall include both career civil service and appointed staff with expertise in the area of education, and shall provide advice to the Secretary on the implementation and coordination of education and related programs across Executive agencies.

Sec. 4. Each Executive department and each agency designated by the Secretary shall appoint a senior official, who is a full-time officer of the Federal Government and responsible for management or program administration, to report directly to the agency head on activity under this Executive order and to serve as liaison to the Commission and the Initiative. To the extent permitted by law and to the extent practicable, each Executive department and designated agency shall provide any appropriate information requested by the Commission or the staff of the Initiative, including data relating to the eligibility for and participation by Hispanic Americans in Federal education programs and the progress of Hispanic Americans in relation to the National Education Goals. Where adequate data is not available, the Commission shall suggest the means of collecting the data.

Sec. 5. The Secretary, in consultation with the Commission, shall submit to the President all Annual



Federal Plans to Promote Hispanic American Educational Excellence (Annual Federal Plan, or Plan). All actions described in the Plan shall be designed to help Hispanic Americans attain the educational improvement targets set forth in the National Education Goals and any standards established by the National Education Standards and Improvement Council. The Plan shall include data on eligibility for, and participation by, Hispanic Americans in Federal education programs, and such other aspects of the educational status of Hispanic Americans as the Secretary considers appropriate. This Plan also shall include, as an appendix, the text of the agency plans described in section 6 of this order. The Secretary, in consultation with the Commission and with the assistance of the Initiative staff, shall ensure that superintendents of Hispanic-serving school districts, presidents of Hispanic-serving institutions of higher education, directors of educational programs for Hispanic Americans, and other appropriate individuals are given the opportunity to comment on the proposed Annual Federal Plan. For purposes of this order, a "Hispanic-serving" school district or institution of higher education is any local education agency or institution of higher education, respectively, whose student population is more than 25 percent Hispanic.

Sec. 6. As part of the development of the Annual Federal Plan, each Executive department and each designated agency (hereinafter in this section referred to collectively as "agency") shall prepare a plan for, and shall document, both that agency's effort to increase Hispanic American participation in Federal education programs where Hispanic Americans currently are under served, and that agency's effort to improve educational outcomes for Hispanic Americans participating in Federal education programs. This plan shall address, among other relevant issues: (a) the elimination of unintended regulatory barriers to Hispanic American participation in Federal education programs; (b) the adequacy of announcements of program opportunities of interest to Hispanic-serving school districts, institutions of higher education, and agencies; and (c) ways of eliminating educational inequalities and disadvantages faced by Hispanic Americans. It also shall emphasize the facilitation of technical, planning, and development advice to Hispanic-serving school districts and institutions of higher education. Each agency's plan shall provide appropriate measurable objectives for proposed actions aimed at increasing Hispanic American participation in Federal education programs where Hispanic Americans currently are under served. After the first year, each agency's plan also shall assess that agency's performance on the goals set in the previous year's annual plan. These plans shall be submitted by a date and time to be established by the Secretary.

Sec. 7. The Director of the Office of Personnel Management, in consultation with the Secretary and the Secretary of Labor, to the extent permitted by law, shall develop a program to promote recruitment of Hispanic students for part-time, summer, and permanent positions in the Federal Government.

Sec. 8. I have determined that the Commission shall be established in compliance with the Federal Advisory Committee Act, as amended (5 U.S.C. App. 2). Notwithstanding any other Executive order, the responsibilities of the President under the Federal Advisory Committee Act, as amended, shall be performed by the Secretary, in accordance with the guidelines and procedures established by the Administrator of General Services.

Sec. 9. Administration. (a) Members of the Commission shall serve without compensation, but shall be allowed travel expenses, including per diem in lieu of subsistence, as authorized by law for persons serving intermittently in the Government service (5 U.S.C. 5701-5707).

(b) The Commission and the Initiative shall obtain funding for their activities from the Department of Education.

(c) The Department of Education shall provide such administrative services for the Commission as may be required.

Sec. 10. Executive Order No. 12729 is revoked.

THE WHITE HOUSE,

February 22, 1994





## Secretary of Energy

Washington, DC 20585

September 16, 1994

### MEMORANDUM FOR ALL DOE EMPLOYEES

FROM: HAZEL R. O'LEARY   
SUBJECT: PARTNERING WITH HISPANIC EMPLOYEES

Goal 1 of the Department's Strategic Plan for Diversity is to establish partnerships with our employees. Since our country's inception, Hispanic Americans have always been an integral part of our great national mosaic. We, therefore, have an historic opportunity to commemorate National Hispanic Heritage Month 1994 by establishing a partnership with the Hispanic Association of the Department of Energy (HADOE).

The Hispanic Association is a new association of employees of the Department and its contractors whose mission is to promote the "excellence, leadership and equality of opportunity [for Hispanic Americans] through full participation and representation in the Department of Energy's mission...." As part of the Department's commitment to improving diversity, we are pleased to partner with the Hispanic Association as a forum for celebrating and supporting Hispanic employees and for forging strong links with the Hispanic community in connection with the Department's business lines.

During my tenure as Secretary, I am committed to ensuring that the Department is a model workplace, where everyone has an equal opportunity to serve. Our partnership with the Hispanic Association furthers the achievement of the Department's diversity vision and celebrates the accomplishments of Hispanic Americans.

## *Energy and Water Development Appropriation Conference Report for FY 1996*

Due to severe budgetary constraints, the Committee recommends a funding level of \$30,000,000 for the university and science education programs. The Committee has reviewed the Department's efforts in science education and remains strongly committed to the Department's continued participation in science, primarily at the national laboratories...

The Committee directs the Department to make every effort to continue support for innovative partnerships which have been developed with the departmental laboratories and the Nation's historically black colleges and universities and other minority institutions at last year's levels. These partnerships were designed to redress the real and documented need to improve the representation of minorities in our Nation's science and engineering work force....

Since 1981, the Lawrence Berkeley Laboratory, the Ana Mendez University System, and Jackson State University have enjoyed a productive relationship intended to promote minority participation in the sciences and enhance computer science and scientific research at all three institutions. The Committee is encouraged by the success of this effort and directs the Department to maintain and support this program at the fiscal year 1995 level.

In support of its science education mission and activities, the Committee urges the Department to disseminate information in a linguistically and culturally appropriate manner and undertake outreach activities to reach all minority populations that are affected by its operations. For example, the Committee recognizes the Hispanic Americans are the fastest growing minority population in the United States, and there are large Hispanic communities adjacent to the Department's major environmental remediation sites at Hanford and Rocky Flats. Currently, however, Hispanics are under represented as scientists and technicians both in the Department of Energy and relative to the general population, and currently account for less than 2 percent of all Ph.D. graduates in scientific fields critical to the mission of the Department of Energy.

Because the Department operates significant programs adjacent to large Hispanic populations, and employs laborers drawn from Hispanics migrant populations, the Committee urges the Department to undertake a national strategic outreach effort that will encourage U.S. Hispanics citizens to pursue educational and career opportunities in the sciences and new technologies. The Committee emphasizes that such a program must be communicated in a culturally and linguistically appropriate manner. The Committee directs the Department to report on its efforts to establish such an outreach strategy no later than June 1, 1996.

SENATE COMM. ON APPROPRIATIONS, ENERGY AND WATER DEVELOPMENT APPROPRIATION BILL, 1996, S. REP. NO. 120, 104TH CONG., 1ST SESS. 98-99 (1995)



## *Energy Reorganization Act of 1974*

Section 103(11) of the Energy Reorganization Act of 1974 (42 U.S.C. 581), states that the Department of Energy is responsible for:

helping to assure an adequate supply of manpower for the accomplishment of energy research and development programs, by sponsoring and assisting in education and training activities in institutions of higher education, vocational schools and other institutions, and by assuring the collection, analysis and dissemination of necessary manpower supply and demand data[.]

This authority was transferred to the Secretary of Energy by Section 301(a) of the Department of Energy Organization Act. (42 U.S.C. 7151).